

STATE OF NEW JERSEY  
DEPARTMENT OF CHILDREN AND FAMILIES  
**OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT**

<b>Center Name:</b> Lil Tykes Learning Center	<b>Center ID#:</b> 07LIL00002	<b>County:</b> Essex
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<b>Address:</b> 365 Tremont Avenue	<b>City:</b> East Oraange	<b>Zip Code:</b> 07018	<b>Email:</b> raughburns@tri-citypeoples.org
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<b>Phone:</b> (973) 676-1000x12578	<b>Fax:</b> 9733957079	<b>Initial Inspection:</b> 4/23/2015	<b>License Status:</b> R 9/8/16
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Due Date(s):*	5/7/2015	6/19/2015	8/5/2015	9/11/2015	11/4/2015	12/21/2015
Date(s) Reinspection:	6/5/2015	7/22/2015	8/28/2015	10/21/2015	12/7/2015	1/29/2016
Due Date(s):*	2/12/2016	3/28/2016	4/22/2016			
Date(s) Reinspection:	3/14/2016	4/8/2016	6/9/2016			
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**Center is in compliance with requirements as of:** Transfer *\*Reinspection occurs on or soon after due date*

6/9/16 Violations transferred to a renewal form.

Renewal ☐ Initial ☐ Monitor ☒ Increase ☐ Age Change ☐ Relocation ☐ New Sponsor ☐ Space Evaluation ☐ Complaint # ☐

<b>Date Cited</b> M/D/Year	<b>Date Abated</b> M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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**Supervision, Staff/Child Ratios & Space**

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
4/23/2015	6/5/2015	<input checked="" type="checkbox"/> 2. Ensure that children are supervised by a staff member at all times, including at off-site locations.

Notes:

		<input type="checkbox"/> 3. Develop and implement a method to keep track of all children, including at off-site locations.
4/23/2015	7/22/2015	<input checked="" type="checkbox"/> 4. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

Notes: RECITED

		<input type="checkbox"/> 5. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 6. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 7. Post the center's license in a prominent location in each building.
4/23/2015	6/5/2015	<input checked="" type="checkbox"/> 8. Operate within the center's licensed capacity and within each room's capacity.

Notes: Room #4. RECITED 7/22/15 Rm #2 RECITED

		<input type="checkbox"/> 9. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
4/23/2015	1/29/2016	<input checked="" type="checkbox"/> 10. Ensure the children's health, safety and well-being.

Notes:

Note: If number is checked, see attachment page(s) for clarification.

**Activities & Discipline**

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|  |  | <input type="checkbox"/> 11. Provide a sufficient variety of age-appropriate activities.   |
|  |  | <input type="checkbox"/> 12. Provide age-appropriate time frames for each activity.  |
|  |  | <input type="checkbox"/> 13. Provide enough supplies, furniture and equipment for the required activities.   |
|  |  | <input type="checkbox"/> 14. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping. |
|  |  | <input type="checkbox"/> 15. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.   |
|  |  | <input type="checkbox"/> 16. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.   |
|  |  | <input type="checkbox"/> 17. Significantly limit the use of TV/computer/video for children under the age of 2.   |
|  |  | <input type="checkbox"/> 18. Use positive methods of guidance and discipline consistent with children's age and developmental needs; prohibit corporal and/or emotional punishment.  |

Notes:

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|  |  | <input type="checkbox"/> 19. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others. |
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**Nutrition & Rest**

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|  |  | <input type="checkbox"/> 20. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at ( <a href="http://www.fus.usda.gov/cnd/care/childcare.htm">www.fus.usda.gov/cnd/care/childcare.htm</a> )) |
|  |  | <input type="checkbox"/> 21. Provide cribs that meet CPSC standards and maintain documentation on file.   |
|  |  | <input type="checkbox"/> 22. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.   |
|  |  | <input type="checkbox"/> 23. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.   |

**Administration & Parent Involvement**

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|  |  | <input type="checkbox"/> 24. Designate someone in the center to carry out the director's responsibilities when the director is absent. |
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**Program Records**

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| 4/23/2015 | transfer | <input type="checkbox"/> 25. Complete and maintain at the center the staff records checklist. |
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Notes: The checklist must be updated

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| 4/23/2015 | 6/9/2016 | <input type="checkbox"/> 26. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.      |
| 4/23/2015 | 6/9/2016 | <input type="checkbox"/> 27. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff. |
| 4/23/2015 | 4/8/2016 | <input type="checkbox"/> 28. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.  |

Notes: A head teacher is needed.

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|  |  | <input type="checkbox"/> 29. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.  |
|  |  | <input type="checkbox"/> 30. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.  |
|  |  | <input type="checkbox"/> 31. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines. |
|  |  | <input type="checkbox"/> 32. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.   |
|  |  | <input type="checkbox"/> 33. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website <a href="http://www.cpsc.gov/cpscpub/prerel/prerel.html">www.cpsc.gov/cpscpub/prerel/prerel.html</a>   |

**Sanitation & Diapering**

		<input type="checkbox"/> 34. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 35. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
		<input type="checkbox"/> 36. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.

**Health & Fire Safety**

		<input type="checkbox"/> 37. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 38. Obtain and maintain on file a current fire certificate.
		<input type="checkbox"/> 39. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
		<input type="checkbox"/> 40. Ensure the center's fire protective systems are operative at all times.
		<input type="checkbox"/> 41. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
1/29/2016	1/29/2016	<input type="checkbox"/> 42. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes: The rear exit off of Room #2 was not passable due to snow. The center had it cleared.

4/23/2015	8/28/2015	<input checked="" type="checkbox"/> 43. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 44. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 45. Remove excess storage and/or combustibles from the furnace room.

**Bathroom & Kitchen Facilities**

		<input type="checkbox"/> 46. Ensure all toxic substances and medications are inaccessible to children.
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Notes:

**Building Maintenance**

10/21/2015	transfer	<input type="checkbox"/> 47. Keep all surfaces clean and in good repair.
Notes: Room #4 had signs of water intrusion with a stained ceiling tile and water stain in the ceiling light fixture.		
		<input type="checkbox"/> 48. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 49. Repair and/or paint surfaces in specified areas:

Notes:

1/29/2016	4/8/2016	<input type="checkbox"/> 50. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
Notes: The exit. stairway on the west side of the building is deteriorating and needs to be repaired.		

**Outdoor Play Area, Equipment and Maintenance**

4/23/2015	12/7/2015	<input checked="" type="checkbox"/> 51. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 52. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
4/23/2015	transfer	<input checked="" type="checkbox"/> 53. Take necessary action to remove outdoor hazards.

Notes:

**ALERT:** Effective 8/6/14, stackable cribs are prohibited.

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

Kim O'Connell, 4/23/15

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
2	4/23/2015	6/5/2015	In room #2, one staff was on break and was asleep on a cot and the other staff was on her cell phone and was not watching the children who could not all be observed on their cots.	Delete
5	4/23/2015	7/22/2015	Room #2 did not maintain required staff:child ratio at nap. Room #4 staff left classroom to attend a meeting. On 6/5/15 Rooms # 1,2,4 were not maintaining ratios	Delete
43	4/23/2015	8/28/2015	The exit lights are not working in the hallway.	Delete
51	4/23/2015	12/7/2015	Remove the little tykes slide	Delete
53	4/23/2015	transfer	Additional mulch is required under the use zones	Delete
53	4/23/2015	transfer	The surface lining is above the mulch and presents a tripping hazard.	Delete
53	4/23/2015	10/21/2015	Remove debris and leaves.	Delete
10	4/23/2015	6/5/2015	Room #2 label the handwashing sink	Delete
10	4/23/2015	8/28/2015	Remove the torn plastic which partially covers the windows as small pieces are falling on the floor where the children within the reach of the children.	Delete
10	4/23/2015	6/5/2015	In room #2 a child was sleeping with a cd cord plugged into the outlet by the child's head. The cord would pull the CD onto the child if it were pulled.	Delete
10	4/23/2015	6/5/2015	Outlets are not covered	Delete
10	4/23/2015	6/5/2015	The water is over 110 degrees.	Delete
10	4/23/2015	8/28/2015	The windows were open and the screens are not down. Staff confirmed that some of them do not work.	Delete
10	4/23/2015	10/21/2015	Repair/replacce torn children couches room #2	Delete
4	8/28/2015	10/21/2015	RECITED Rooms 1 and 2	Delete
10	10/21/2015	12/7/2015	Ensure all sippy cups are labeled.	Delete
10	10/21/2015	1/29/2016	Ensure all the cots are labeled.	Delete
8	8/28/2015	3/14/2016	Rooms #1 and #2 were over capacity. On 10/21/2015 Room #2 had 17 children and has a licensed capacity of 12. On 12/7/15 Room #2 was over capacity. The director plans to rearrange the classrooms to ensure compliance On 1/29/16 Room # 2 had 16 children and it is licensed for 12.	Delete